

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19566

Sponsor(s): Dennis Waits

Date: August 28, 2017

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: A Resolution transferring \$25,000 within the 2017 <sup>th</sup> Circuit Court General Fund Budget to purchase information technology equipment.													
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="321 537 1529 911"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$25,347.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$25,347.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM: 001-3001-56580- <i>Maint. &amp; repair - Data Rm</i></td> <td>AMT FROM ACCT \$ 25,347.00</td> </tr> <tr> <td>TO: 001-3001-58173- <i>Computer Equipment</i></td> <td>AMT TO ACCT \$ 25,347.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:  <input checked="" type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:                  Department: Estimated Use: \$                  Prior Year Budget (if applicable):                  Prior Year Actual Amount Spent (if applicable):</p>		Amount authorized by this legislation this fiscal year:	\$25,347.00	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$25,347.00	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number; FROM: 001-3001-56580- <i>Maint. &amp; repair - Data Rm</i>	AMT FROM ACCT \$ 25,347.00	TO: 001-3001-58173- <i>Computer Equipment</i>	AMT TO ACCT \$ 25,347.00
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):													
CONTACT INFORMATION	RLA drafted by (name, title, & phone): <i>Cynthia Freeman, Budget &amp; Fiscal Officer, 816-881-3643</i>													
REQUEST SUMMARY	<i>Effective purchasing procedures in the area of software maintenance have created surplus budget appropriations in the amount of approximately \$25,000.00. The Court desires to purchase information technology equipment, specifically network switches that were scheduled for replacement 2016 and were excluded from the 2016 and 2017 budget.</i>													
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)													
ATTACHMENTS	None													
REVIEW	<table border="1" data-bbox="321 1682 1529 1927"> <tr> <td>Department Director:</td> <td>Date:</td> </tr> <tr> <td>Finance (Budget Approval): <i>Cynthia Freeman</i> If applicable</td> <td>Date: <i>8/16/17</i></td> </tr> <tr> <td>Division Manager: <i>[Signature]</i></td> <td>Date: <i>8/16/17</i></td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>		Department Director:	Date:	Finance (Budget Approval): <i>Cynthia Freeman</i> If applicable	Date: <i>8/16/17</i>	Division Manager: <i>[Signature]</i>	Date: <i>8/16/17</i>	County Counselor's Office:	Date:				
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Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_.
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

